

OSS Work Group – Draft Ground Rules:

Purpose: this series of meetings is to obtain input, from a representative group of interested parties, on issues that will be addressed in the update of King County's OSS O&M Management Plan.

Facilitation: provided by Dr. Jay L. Watson from EPM, LLC.

Proposed Ground Rules:

1. Meetings will be open to the public and the public will have an opportunity to comment.
2. Work group participants may speak without interruption, but comments should be brief, meaningful and relevant to the issue at hand.
3. Comments and criticism should be constructive and propose a solution or alternative if possible. They should focus on issues not persons; no individual's motivations or sincerity should be questioned.
4. Participants are encouraged to use active listening to understand a speaker's points, not merely to prepare a rebuttal.
5. The facilitator's role is to ensure that discussions are courteous, stay focused on relevant topics and use meeting time efficiently.
6. Any work group participant has the right to make a point of order if they feel that the meeting is not staying on topic.
7. If Jay's facilitation techniques are not working for you, please tell him! He will work to address your concerns.
8. Work group participants may propose additional ground rules if desired.